

UNITED STATES OF AMERICA
GENERAL SERVICES ADMINISTRATION

Public Buildings Service
Washington, D.C. 20405



DEC 18 1974

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[REDACTED]
Chief
Real Estate and Construction Division, OL
Central Intelligence Agency
Washington, D.C. 20505

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Dear [REDACTED]

This is in reference to your letter requesting the General Services Administration (GSA) guidelines to control the use of official parking spaces by unauthorized personnel in leased buildings.

The GSA guard force cannot be used to patrol the garage areas of the Magazine, Key, and Ames Buildings since the parking garages are private property not under lease to the Government. Any enforcement to control the unauthorized use of individual parking spaces must be initiated by the Lessor at the request of the GSA Buildings Manager.

Mr. Alex Lucas, of the Rosslyn Field Office, will be happy to meet with you to discuss the problem and to establish procedures for monitoring the use of official parking spaces at these locations. He can be reached on IDS Code 11. extension 44394.

On file, GSA(s) release instructions apply.

for *Earl W. Eschbacher*
EARL W. ESCHBACHER
Acting Chief
Metro Washington Branch
Space Management Division
Office of Operating Programs